

February 27, 2012

Hand Delivery

Rina Geoghagan



Re: Written Reprimand

Dear Ms. Geoghagan:

The purpose of this letter is to provide you with a written reprimand for withholding relevant information from the HR Department at the time you requested that two Lowell employees be investigated.

The Seattle School District ("District") hired attorney Cristin Kent to investigate allegations that you retaliated against two Lowell employees for raising concerns about inappropriate staff behavior.¹ Specifically, Ms. Kent investigated whether your request to the District's HR Department to investigate C1 and C2 for failing to follow proper reporting guidelines related to suspected inappropriate contact with a student was proper in light of the fact that you had prior knowledge of the inappropriate staff contact. A copy of Ms. Kent's redacted report is attached and those findings are made part of this written reprimand.

A. Withholding Relevant Information from the HR Department

The investigator found that the decision to investigate C2 and C1 was the result of "rushed decision-making" and a failure to consider all relevant facts, in part because you did not disclose those facts to HR. The investigator found that you clearly knew about the allegations against E1 before you met with the HR Department on April 6, 2011. However, the investigator found that you "did not reveal [your] knowledge" to the HR Department on April 6. Your failure to provide this information to HR contributed to a rushed decision to investigate two people. Although you did not push for the investigation you "went along with" the proposal. As an administrator it is your responsibility to share accurate information so that a well informed decision can be made. I understand that this can be difficult in front of a supervisor, but at a minimum you should have shared your concerns after the meeting with the HR manager or with me. I find that had HR been informed of your complete knowledge of the prior reported act of foot kissing, the District would not have investigated Ms. C1 and Ms. C2 for failure to report this incident. Your omissions caused an unnecessary investigation.

¹ One employee resigned and is no longer a District employee.

The failure to provide relevant facts to a District department performing a critical function, determining whether employees broke District policy and state law by not reporting alleged sexual abuse is serious misconduct and warrants this written reprimand.

As part of this investigation, the District also looked into whether you and other administrators should have reported this incident to law enforcement or to CPS on or about April 6, 2011. The investigator concluded that at the time the report was made to you, that you did not have sufficient information to conclude that the conduct rose to the level of sexual abuse. I agree with that finding and conclude that you engaged in no misconduct by not reporting this incident to law enforcement or CPS. That said, I am directing you to attend training on the reporting of sexual abuse, sexual misconduct, and physical abuse contained in state law and District policy. Please contact me to set up this training. This training must be completed prior to April 30, 2012.

In sum, you are being issued this written reprimand for withholding relevant information from the HR Department at the time you participated in a discussion that resulted in two Lowell employees be investigated. Please let me know when you have completed the training required under this letter. Lastly, I want to remind you that the District's EAP is available to support you and your continued growth as a leader. EAP may be reached at 252-4800.

Sincerely,



Paul Apostle

Assistant Superintendent for Human Resources

Attachment: February 15, 2012 Yarmuth Wilsdon Calfo Report

CC: Susan Enfield, Interim Superintendent
Nancy Coogan, Executive Director of Schools
Personnel File